

ITS Resource Center Home

Camera Loans

Contact Information

Educational Technology Support
315-859-4877
course-support@hamilton.edu

The Camera Loans service point is located within the Kennedy Center for Theatre and Studio Arts, in room 141 next to the Digital Arts Lab and printing room. We offer digital video cameras, digital still cameras, tripods, and digital audio recorders, as well as 35mm cameras. This equipment is for course support related work, and only lent out to students for whom it has been reserved in advance by a sponsoring faculty member and members of ETS.

If you are a professor, and would like to use Camera Loans resources for a class, please contact Bret Olsen (bolsen@hamilton.edu) to discuss resource availability and support.

If you are a student interested in using Camera Loans resources for an independent study or research project, please contact Bret Olsen (bolsen@hamilton.edu). You will need a supporting faculty member for approval.

For additional information please email mpe@hamilton.edu.

Hours of Operation

Monday-Thursday	9 a.m - midnight
Friday	9 a.m. - 8 p.m.
Saturday	Noon - 8 p.m.
Sunday	Noon - midnight

Equipment is due at 5 p.m.

Camera Loan Assistants will be available for questions & equipment overview, **4-6 p.m.**, seven days a week.

Camera Loans will be closed during:

- Semester breaks (including Summer)
- College holidays
- Fridays proceeding a break
- Sundays students return from breaks

Camera Loan Policies

Patrons are allowed to checkout most equipment for 3 days at a time. On the third day, loaned equipment must be returned by 5 p.m.; late returns garner a strike. Accumulation of two strikes results in a month-long ban. Our two-strike policy helps ensure timely returns and equal access to equipment for patrons depending upon these resources.

The patron is financially responsible for equipment they borrow. Any loss or damage of the equipment or any component must be replaced or the patron will be charged accordingly.

How strikes are issued

If a patron fails to return equipment by 5 p.m. on the due date, a strike is issued. Please note that if there are missing components to the equipment, the return is incomplete and can result in a strike. If a patron fails to return the equipment by 5 p.m. the following day, a second strike is issued. The patron is then banned from Camera Loans for a period of 30 days, and Campus Safety is contacted. The equipment is considered as stolen, and will remain as such until all components are returned to Camera Loans.

Last Updated: January 9, 2015